

UK-Bramshill: Provision of temporary employment agency services

OJ S 50/2013 12/03/2013

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: European Police College (CEPOL)

Postal address: CEPOL House

Town: Bramshill, Hook

Postal code: RG27 0JW

Country: United Kingdom

E-mail: tenders@cepol.europa.eu

Telephone: +44 1256602869

Fax: +44 1256602996

Internet address(es):General address of the contracting authority: <http://www.cepol.europa.eu>Address of the buyer profile: <https://www.cepol.europa.eu/index.php?id=procurement>**Additional information can be obtained from:**

the abovementioned address

Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:

the abovementioned address

Tenders or requests to participate must be submitted: Official name: European Police College (CEPOL)

Postal address: CEPOL House

Town: Bramshill, Hook

Postal code: RG27 0JW

Country: United Kingdom

I.2. Type of the contracting authority

European institution/agency or international organisation

I.3. Main activity

Public order and safety

I.4. Contract award on behalf of other contracting authorities

The contracting authority is purchasing on behalf of other contracting authorities: no

Section II: Object of the contract

II.1. Description**II.1.1. Title attributed to the contract by the contracting authority**

Provision of temporary employment agency services.

II.1.2. Type of contract and place of performance or delivery

Services

Service category No 22: Personnel placement and supply services
Main site or place of performance: European Police College, CEPOL House, Bramshill, Hook, Hampshire, RG27 0JW, UNITED KINGDOM.
NUTS code UKJ33 Hampshire CC

II.1.3. Information about a framework agreement or a dynamic purchasing system

The procurement involves the establishment of a framework agreement

II.1.4. Information about framework agreement

Framework agreement with a single operator

Duration of the framework agreement

Duration in months: 24

Estimated total value of purchases for the entire duration of the framework agreement

Estimated value excluding VAT: 400 000 EUR

II.1.5. Short description of the contract or purchase(s)

The scope of this contract is the provision of temporary employment agency services for the recruitment and provision of interim support staff for the following specific areas: professional support staff (lot 1) and administrative support staff (lot 2).

This procurement procedure is divided into lots and the tenderers must be able to provide the services requested by CEPOL for the lot(s) they submit tenders for.

For each lot CEPOL wishes to conclude framework contracts with single economic operators. The framework contracts will be implemented through specific contracts.

The overall objective of the contract is to provide CEPOL with the necessary temporary personnel within a reasonable time-frame and in line with the requested job profiles.

II.1.6. CPV code(s)

79621000 Supply services of office personnel, 79600000 Recruitment services, 79610000 Placement services of personnel

II.1.7. Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: no

II.1.8. Lots

This contract is divided into lots: yes

Tenders may be submitted for one or more lots

II.1.9. Information about variants

Variants will be accepted: no

II.2. Scope of the procurement

II.2.1. Total quantity or scope

The duration of the contract shall not exceed an initial fixed term of 12 months. The contract may be renewed 1 time for a period of provision of services of 12 months.

The total value of specific contracts awarded under the framework contracts, per lot, over the total possible duration of 24 months shall not exceed the following amounts:

lot 1 (professional support staff) — 280 000 EUR

lot 2 (administrative support staff) — 120 000 EUR.

II.2.2. Information about options

Options: yes

Description of options: CEPOL may at a later stage exercise the option to increase the maximum contract volume via negotiated procedure with the successful tenderer in

accordance with Article 134(1)(f) of the rules of application (Commission Delegated Regulation (EU) No 1268/2012 of 29.10.2012 on the rules of application of Regulation (EU, Euratom) No 966/2012 of the European Parliament and of the Council on the financial rules applicable to the general budget of the Union).

II.2.3. Information about renewals

This contract is subject to renewal: yes

Number of possible renewals: 1

In the case of renewable supplies or service contracts, estimated timeframe for subsequent contracts:

in months: 12 (from the award of the contract)

II.3. Duration of the contract or time limit for completion

Duration in months: 24 (from the award of the contract)

Information about lots

Lot No: 1

Lot title: Professional support staff

1) Short description

Provision of temporary employment agency services for the recruitment and provision of interim support staff for the following specific area: professional support staff.

2) CPV code(s)

79621000 Supply services of office personnel, 79600000 Recruitment services, 79610000 Placement services of personnel

3) Quantity or scope

The total value of the specific contracts awarded under the framework contract over the total possible duration of 24 months shall not exceed 280 000 EUR for this lot.

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 2

Lot title: Administrative support staff

1) Short description

Provision of temporary employment agency services for the recruitment and provision of interim support staff for the following specific area: administrative support staff.

2) CPV code(s)

79621000 Supply services of office personnel, 79600000 Recruitment services, 79610000 Placement services of personnel

3) Quantity or scope

The total value of the specific contracts awarded under the framework contract over the total possible duration of 24 months shall not exceed 120 000 EUR for this lot.

4) Indication about different time frame or duration

5) Additional information about lots

Section III: Legal, economic, financial and technical information

III.1. Conditions related to the contract

III.1.1. Deposits and guarantees required

Not applicable.

III.1.2. Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them

Please, refer to the tender specifications, which can be downloaded at the address of the buyer profile given in point I.1 of this notice.

III.1.3. Legal form to be taken by the group of economic operators to whom the contract is to be awarded

Groups of economic operators (consortia) are authorised to submit tenders (joint tenders). In this case, each member of the consortium shall fulfil the requirements and accept the terms and conditions set out in the invitation to tender, the tender specifications, the model contract as well as all the relevant annexes.

The members of the consortium shall designate 1 member as consortium leader with full authority to bind the consortium and each of its members. The consortium leader shall act as a single point of contact with CEPOL in connection with the present procurement procedure. CEPOL may not demand that consortia must have a given legal form in order to be allowed to submit a tender.

However, the consortium selected may be required to adopt a given legal form after it has been awarded the contract and before the contract is signed, if this change is necessary to the proper performance of the contract.

III.1.4. Contract performance conditions

The performance of the contract is subject to particular conditions: no

III.2. Conditions for participation

III.2.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions: Please, refer to the tender specifications, which can be downloaded at the address of the buyer profile given in point I.1 of this notice.

III.2.2. Economic and financial ability

List and brief description of conditions: Please, refer to the tender specifications, which can be downloaded at the address of the buyer profile given in point I.1 of this notice.

Minimum level(s) of standards possibly required: Please, refer to the tender specifications, which can be downloaded at the address of the buyer profile given in point I.1 of this notice.

III.2.3. Technical and professional ability

List and brief description of conditions:

Please, refer to the tender specifications, which can be downloaded at the address of the buyer profile given in point I.1 of this notice.

Minimum level(s) of standards possibly required:

Please, refer to the tender specifications, which can be downloaded at the address of the buyer profile given in point I.1 of this notice.

III.2.4. Information about reserved contracts

III.3. Conditions specific to services contracts

III.3.1. Information about a particular profession

Execution of the service is reserved to a particular profession: no

III.3.2. Information about staff responsible for the performance of the contract

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract: no

Section IV: Procedure

IV.1. Type of procedure

IV.1.1. Type of procedure

Open

IV.1.2. Information about the limits on the number of candidates to be invited

IV.1.3. Information about reduction of the number of solutions or tenders during negotiation or dialogue

IV.2. Award criteria

IV.2.1. Award criteria

The most economically advantageous tender in terms of Price is not the only award criterion and all criteria are stated only in the procurement documents

IV.2.2. Information about electronic auction

An electronic auction will be used: no

IV.3. Administrative information

IV.3.1. File reference number attributed by the contracting authority

CEPOL/PR/OP/2013/001.

IV.3.2. Previous publication concerning this procedure

no

IV.3.3. Conditions for obtaining specifications and additional documents or descriptive document

Payable documents: no

IV.3.4. Time limit for receipt of tenders or requests to participate

16.4.2013

IV.3.5. Estimated date of dispatch of invitations to tender or to participate to selected candidates

IV.3.6. Languages in which tenders or requests to participate may be submitted

Any EU official language

IV.3.7. Minimum time frame during which the tenderer must maintain the tender

Duration in months: 6 (from the date stated for receipt of tender)

IV.3.8. Conditions for opening of tenders

Date: 23.4.2013 - 11:00

Place:

European Police College, CEPOL House, Bramshill, Hook, Hampshire, RG27 0JW,
UNITED KINGDOM.

Persons authorised to be present at the opening of tenders: yes

Information about authorised persons and opening procedure: 1 representative per tenderer is allowed to attend the opening session as an observer.

Should a tenderer wish to be present, it shall inform CEPOL of the name of its representative by e-mail (tenders@cepol.europa.eu) or by fax (+44 1256602996), not later than 19.4.2013.

For security reasons due to the location of CEPOL on the premises of the College of Policing, the tenderers who do not register within the given deadline will not be allowed to attend the opening session.

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: yes

Estimated timing for further notices to be published: 2 years.

VI.2. Information about European Union funds

The procurement is related to a project and/or programme financed by European Union funds:
no

VI.3. Additional information

VI.4. Procedures for review

VI.4.1. Review body

Official name: General Court

Postal address: rue du Fort Niedergrünwald

Town: Luxembourg

Postal code: 2925

Country: Luxembourg

E-mail: cfi.registry@curia.europa.eu

Telephone: +352 4303-1

Fax: +352 4303-2100

Internet address: <http://curia.europa.eu>

VI.4.2. Review procedure

Precise information on deadline(s) for review procedures: Within 2 months of the notification to the plaintiff, or, in absence thereof, of the day on which it came to the knowledge. A complaint to the European Ombudsman does not have as an effect either to suspend this period or to open a new period for lodging appeals.

VI.4.3. Service from which information about the review procedure may be obtained

VI.5. Date of dispatch of this notice

28.2.2013